

DESCRIPTION OF SERVICES

The Treasurer is an elected Constitutional Officer who is responsible for the collection of all licenses, fees, and taxes rendered by the County and all State Fiduciary Income and State Estimated Income Taxes; as well as the proper accounting of all receipts, investing idle cash balances, maintaining all bank accounts used by the County and the School Board, and assisting in debt service administration. The State of Virginia and the City of Williamsburg share in the cost of the operation of this department.

BUDGET SUMMARY

	FY 03 Budget	FY 04 Adopted Plan	FY 04 Adopted
Personnel	\$ 605,705	\$ 627,475	\$ 614,140
Operating	216,502	228,543	207,503
Capital	15,525	45,755	45,755
Received from Williamsburg	(4,000)	(4,000)	(4,000)
Total	\$ <u>833,732</u>	\$ <u>897,773</u>	\$ <u>863,398</u>

PERSONNEL

Full-time Personnel	13	13	13
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WORKLOAD INDICATORS

	FY 03 Adopted	FY 04 Adopted Plan	FY 04 Adopted
Real Estate Parcels Billed to Individuals	17,481	18,355	16,038
Real Estate Parcels Billed to Mortgage Companies	11,090	11,645	10,876
Real Estate Tax Bills Sent	54,938	57,685	55,428
Personal Property Bills Sent	123,981	130,180	130,180
Delinquent Notices	19,662	20,645	20,645
Decals Issued	68,690	72,125	14,400
Debts in Debt - Set Off	24,639	25,871	25,871
Estimated State Income Tax Payments	10,248	10,760	10,760
Business Licenses Collected	4,393	4,613	4,613
Exonerations Processed	18,835	18,835	25,000
Refunds Paid	5,213	5,213	6,000
Easy Pay Participants*	N/A	400	400
Parking Tickets Processed*	N/A	5,200	5,200

*New Indicator

BUDGET COMMENTS

This budget reflects the cost savings achieved through the conversion of the annual decal to a multiyear decal. Also included are furniture costs for the building renovation. The State of Virginia has instituted an across the board 11 percent decrease in funding for this department. The State Compensation Board reimbursement is estimated to be \$147,952 for FY 2004.

MEMONet County Funding:

	FY 03 Adopted	FY 04 Adopted Plan	FY 04 Adopted
Total Budget	\$ 837,732	\$ 901,773	\$ 867,398
State/Other Revenue	(160,286)	(160,286)	(151,952)
Net County Funding	<u>\$ 677,446</u>	<u>\$ 741,487</u>	<u>\$ 715,446</u>